

**MINUTES OF THE NOVEMBER 13, 2014
CHINCOTEAGUE TOWN COUNCIL WORKSHOP
JOINT MEETING WITH THE PLANNING COMMISSION**

Council Members Present:

John H. Tarr, Mayor
Ellen W. Richardson, Vice Mayor
Gene W. Taylor, Councilman
Ben Ellis, Councilman
James T. Frese, Councilman
John N. Jester, Jr., Councilman

Council Members Absent:

J. Arthur Leonard, Councilman

Planning Commission Members Present:

Mr. Ray Rosenberger, Chairman
Mrs. Mollie Cherrix, Vice Chairperson
Mr. Ben Ellis, Councilman

Commission Members Absent:

Mr. Michael Dendler

Mr. Steve Katsetos
Mr. Jeff Potts
Mr. Spiro Papadopoulos

CALL TO ORDER

Mayor Tarr called the Town Council joint meeting to order at 5:00 p.m.
Chairman Rosenberger called the Planning Commission joint meeting to order at 5:00 p.m.

INVOCATION

Councilman Ellis offered the invocation.

PLEDGE OF ALLEGIANCE

Mayor Tarr led in the Pledge of Allegiance.

OPEN FORUM/PUBLIC PARTICIPATION

Mayor Tarr opened the floor for public participation.

AGENDA ADDITIONS/DELETIONS AND ADOPTION

Councilman Frese motioned, seconded by Councilman Jester to adopt the agenda as presented.
Motion carried.

Ayes: Frese, Jester, Richardson, Ellis

Nays: None

Absent: Leonard, Taylor

1. Joint Meeting with the Planning Commission to Discuss Possible Changes to the Comprehensive Plan (5 Year Update) and to Schedule a Public Hearing.

Planning Commission Chairman Rosenberger on behalf of the Planning Commission sincerely thanked Town Planner Neville for his hard work. He stated that the Commission feels they have

reached a point where the last years' worth of work has culminated in a document that Council will feel comfortable with.

Town Planner Neville identified a correction necessary in the Staff Report to reflect the agreed upon population estimate of approximately 3,600 for the Town, and then read the State Code requirement for the Planning Commission to review and update the Comprehensive Plan every 5 years. He identified minor corrections that have been proposed in each chapter and the opportunity to document significant projects and accomplishments since the Plan was adopted in 2010.

Six (6) subject matter topics reviewed by the Planning Commission were presented, and then staff recommended review of the proposed updates for each chapter to allow Town Council comment and finally to determine if the document is ready for a public hearing.

Mayor Tarr agreed that a joint public hearing would be appropriate because the Plan updates are not proposing a significant change of direction and the Council workshops have allowed participation in the process over the last year.

Town Planner Neville pointed out the addition of a List of Reports/Studies that is incorporated by reference into the Comprehensive Plan. Mayor Tarr requested that these documents should be made available to the public as either an appendix to the Plan, on the Town website, or as a copy for review at the Town Office.

Review of seven (7) chapters and three (3) appendices was completed with the following comments from the members present:

- Chapter One – Community Profile
 - Update includes 2010 Census data and new information about groundwater, floodplain, and tree cover.
 - Identify location of picture on page 19 or replace with view from Chincoteague
 - Expand on discussion of bark beetle damage in section on Tree Cover
 - Verify number of public water systems and correct for six municipal water systems with source of information from the A-NPDC Groundwater Committee on page 18, or revise to say 'several' community water systems and just keep the percentage of use
 - Combine industrial land use with commercial land use on top of page 24
 - Add to Physiography on page 17 to include statement on protection of Chincoteague from storms by Assateague Island, and risk at south end of island due to increased width of the inlet. Add concern for critical infrastructure like south Main Street and need to harden the shoreline
 - Map on Page 20 shows incorrect corporate boundary line, show complete boundary to Queen Sound, Assateague Island and the Maryland State Line. Also label as marshland to coordinate with text in chapter
 - Remove existing land use map on page 25 as outdated and replaced by the adopted 2010 land use map

- Include a ‘future’ Flood Hazard Map representing the latest FEMA RiskMAP study and the draft Flood Insurance Rate Maps.
- Chapter Two – Goals and Objectives

Update includes an improved Primary Goal, a new Environmental Goal and Objective which reflects the unique perspective of the Town

 - Correct for NASA/commercial launches
 - Remove proposed transportation objective for a parking garage
 - Add proposed transportation objective for enhanced public transportation options (trolley, taxi service)
- Chapter Three – Land Use Plan

Update includes state guidance on Coastal Resource Management with modifications for local working waterfronts, corrected reference to Old Town Commercial rather than Historic Downtown planning area, and a recommendation for public restrooms on the Maddox Boulevard corridor

 - Add legend to map on page 46
 - Discussion of Old Town versus Historic Downtown, correct page 31
- Chapter Four – Economic Development

Update includes expanded history on the relationship between the Town and the Wildlife Refuge which supports tourism, new statistics on sport-fishing, aquaculture and tourism, description of MACRI, CIAO, removal of the “Green Hotel” proposal, and new objectives regarding education partnerships.

 - Consolidate reference to Eastern Shore Defense Alliance on page 57 with paragraph on page 60
 - Update construction status of the Wallops Research Park on page 60
 - Add reference to WFF as one of 6 sites for UAV research
 - Confirm Virginia Space Flight Center is now MARS and correct several items on page 58 and 59
 - Delete proposed section describing MACRI on page 60 and the glossary on page 6
 - Correct statistics about the number of hotels, rental houses, etc. on page 54
- Chapter Five – Community Facilities

Update includes description of the Museum and Island Theatre renovations, incorporation of recommendations from the Wastewater Advisory Committee, new description of Broadband and Mariners Point

 - Correct picture caption for 2 schools on page 72
 - Correct hospital construction date on page 82
 - Correct typo on page 76, library completion on page 74
 - Revise sections recommending public sewer service to include mandate for a public ‘referendum’, investigate whether a referendum is legally binding
 - Remove data regarding student population on page 72/73

- Correct Fire & Emergency Services paragraph on page 76 to identify paid Town staff
 - Correct Harbor paragraph on page 81 to add goal of long term replacement fund
 - Add statement to Broadband to expand affordable service to every resident
 - Relocate or revise picture on page 83
 - Keep recommendation for community pool, move to page 87
- Chapter Six – Transportation
Update includes significant changes over the last 5 years and new priorities for public transportation projects, new section regarding private roads which make up 50% of the transportation network on Chincoteague
 - Carefully consider cost implications of private road conversion to public street
 - Add strategy to review traffic congestion areas along Maddox Boulevard at Main Street and Deep Hole Road
 - Add strategy to update transportation plan map on page 94
- Chapter Seven – Housing/Neighborhoods
Update chapter to present information in a positive manner and remove emphasis on redevelopment and high density housing, to highlight floodplain building standards, and to add a new section on Temporary Family Health Care Structures permitted by State Code
 - Refer to chapter as ‘Housing and Neighborhoods’
- Appendix A – Implementation Matrix
Section was not amended to include new projects during this regular update process.
 - Remove objective numbering system that is out of sequence
- Appendix B – Questionnaire Comments
No changes were proposed.
 - Remove this information since it is out of date and may no longer be relevant.
- Appendix C – Background Planning Process
Update includes a description of the current 5 year process to review the Plan
 - No comments.

Mayor Tarr advised that the Comprehensive Plan changes will be reviewed by the Planning Commission in December and may be advertised for a joint public hearing at the January regular Council meeting. He also added that the public hearing on the new Flood Maps will be at the regular Council meeting in February in order to allow discussion of possible ordinance changes.

There was discussion and Council agreed to request an insurance company for FEMA attend the February meeting regarding flood insurance.

2. Mayor, Council & Commission Announcements or Comments

Commissioner Papadopoulos raised the question about the Town's Capital Improvement Plan and whether the Planning Commission should provide advice to Town Council as permitted in State Code. Accomack County was discussed as an example of this process. Mayor Tarr and Town Manager Ritter referred to the Town's 5 year budget projection and the Council review process each year in January and February for more information.

Adjourn

Councilman Frese motioned, seconded by Councilman Jester to adjourn. Motion carried.

Ayes: Frese, Jester, Richardson, Ellis, Taylor

Nays: None

Absent: Leonard

Commissioner Papadopoulos motioned, seconded by Commissioner Potts to adjourn the Planning Commission meeting. Motion carried

Mayor

Town Manager

Planning Commission Chairman